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Applying for Vehicle Titles and License Plates:

Guidelines for New Illinois Residents

ILLINOIS DOCUMENTS

MAY 27 1999

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STATE OF ILLINOIS
CERTIFICATE OF TITLE OF A VEHICLE

VEHICLE IDENTIFICATION NO. 164AB6952BV180027	YEAR 97	MAKE BUICK	ODOMETER 22521
MODEL SKYLARK	BODY STYLE 4D SEDAN	NO. CYL. 4	HP/COOL 25.6
TITLE NO. T0014401001	ISSUE DATE 01/14/00	PURCHASE DATE 01/10/00	PURCHASED USED
			MOBILE HOME SQ. FT. TYPE OF TITLE ORIGINAL

MAILING ADDRESS
BISKEL LOAN AGENCY
600 W. CENTENNIAL ST.
SPRINGFIELD IL 62706

SAMPLE OWNERS NAME AND ADDRESS
CARROL D MARGRACE IV
1513 HILLSPRING CIRCLE
FARMERSVILLE IL 62533

FIRST LIEHOLDER NAME AND ADDRESS
BISKEL LOAN AGENCY
600 W. CENTENNIAL ST.
SPRINGFIELD IL 62706

SECOND LIEHOLDER NAME AND ADDRESS

SAMPLE RELEASE OF LIEN
SAMPLE

SAMPLE SIGNATURE OF AUTHORIZED AGENT
SAMPLE

SAMPLE DATE
SAMPLE

CONTROL NO. D16466015

JESSE WHITE, Secretary of State

DO NOT ACCEPT TITLE SHOWING ANY ERASURES, ALTERATIONS OR MUTILATIONS

Jesse White
Secretary of State

Providing Services for New Residents



Congratulations on choosing Illinois as your new home. Let me welcome you to one of the most hospitable and prosperous states in the nation, a state aptly called the "Land of Lincoln."

As someone who has dedicated my own life to serving the public and the interests of Illinois families, let me assure you that as your new Illinois Secretary of State, I remain committed to providing friendly, efficient and timely service to the citizens of this state. That has always been my top priority, whether it was as a state representative, the Cook County recorder of deeds or the founder of the Jesse White Tumbling Team.

Whether it means cutting bureaucratic red tape, making sure our employees are friendly and courteous or in some other way going that extra mile to get the job done, keep one thing in mind: we're here to serve you.

This brochure provides information to help you obtain an Illinois title and license plates for your vehicle. Please contact the Vehicle Services Department if you need further information about title and registration procedures.

Call toll-free (800) 252-8980 to find out about these and other Secretary of State services.

Sincerely,

A handwritten signature in cursive script that reads "Jesse White".

Jesse White
Secretary of State

How to Apply

Fill out an Application for Vehicle Title and Registration (VSD-190). All items must be completed accurately for speedy processing. Documents must be provided to confirm this information:

1. Name and address of the owner.
2. The odometer reading as it appears on the vehicle odometer. Do not include tenths of a mile. Mark one of the three boxes: the odometer reading represents the actual number of miles the vehicle has been driven; the odometer reading does not represent the actual number of miles the vehicle has been driven; or the odometer has rolled over.
3. A description of the vehicle, including year, make, model, vehicle identification number, body type, date of purchase and whether new or used.
4. Names and addresses of any lienholders in the order of their priority.
5. DOCUMENTS: The application must be accompanied by the out-of-state certificate of title or other proof of ownership acceptable to the Illinois Secretary of State's office.

If there is an outstanding loan and the title is being held by an out-of-state lienholder, a copy of either the title, Certificate of Origin, out-of-state registration or Bill of Sale, and a copy of the loan agreement must be submitted in lieu of the title. You may call the Mail-In Title Audit Section (217) 782-6306 for further details if necessary.

ADDITIONAL DOCUMENTS:

Some registration categories require:

- Proof of financial responsibility
- Proof of vehicle inspection certification
- Proof of disability
- Proof of disabled veteran status
- Proof of EX-POW status
- Proof of Congressional Medal of Honor recipient status
- Proof of National Guard status
- Legible photocopy of FCC License

APPLICATION FOR VEHICLE TITLE AND REGISTRATION										PLEASE TYPE OR PRINT CLEARLY	
CHECK ONE	<input checked="" type="checkbox"/> TITLE & PLATES	<input type="checkbox"/> STICKER ONLY	<input type="checkbox"/> TRANSFER OF PLATES ONLY	SPECIFY	2. CURRENT & PLATE NO.	YEAR	3. PLATE TYPE REQUESTED	4. EXPIRATION MONTH	5. EXPIRATION YEAR	OFFICE USE ONLY	
	<input type="checkbox"/> PLATES ONLY	<input type="checkbox"/> TITLE & TRANSFER OF PLATES	<input type="checkbox"/> CONNECTED IDENTIFICATION CARD ONLY	<input type="checkbox"/> DUPLICATE IDENTIFICATION CARD ONLY			PASS-TAR	1	93		
OWNER INFORMATION	5. OWNER'S & DRIVER'S LICENSE NO.	6. DATE OF BIRTH	7. SEX	8. OWNER'S NAME							
	B344-5886-0855	2/17/60	<input checked="" type="checkbox"/> M <input type="checkbox"/> F	MARK T BROWN							
VEHICLE INFORMATION	9. COUNTY	10. RESIDENCE/BUSINESS ADDRESS									
	HENDERSON	202 VINE AVE.									
VEHICLE INFORMATION	11. CURRENT ODOMETER READING (No miles)	12. VEHICLE IDENTIFICATION NUMBER	13. YEAR	14. MAKE OF VEHICLE	15. MODEL	16. BODY STYLE					
	87,059	2F5CTMC42T1134290	89	CHEV.	CAVALIER	2 DR. CP.					
VEHICLE INFORMATION	17. PURCHASE DATE	18. REBUILT VEHICLE	19. MOTORCYCLE	20. VEHICLE COLOR	21. RENTAL	22. FILE NUMBER (If applicable)					
	1/9/92	<input type="checkbox"/> FLOOD <input type="checkbox"/> REBUILT	<input type="checkbox"/> NO CC	BLU	<input type="checkbox"/> YES <input type="checkbox"/> NO						
VEHICLE INFORMATION	23. SUPPLIER'S TITLE NUMBER AND STATE OF ISSUANCE	24. For RV, RT, Truck, Trailer & Bus Only	25. TITLE MAILING INSTRUCTIONS (If different from above and no transfer)								
	T55431 MO.										
MAIL TO	26. PLATES/STICKER MAILING INSTRUCTIONS (If different from above)										
LEASE HOLDER	27. FIRST LEASEHOLDER NAME AND ADDRESS										
	NONE										
TRANSFER	28. SECOND LEASEHOLDER NAME AND ADDRESS										
OTHER	29. VEHICLE IDENTIFICATION NUMBER	30. YEAR	31. MAKE OF VEHICLE								
OTHER	32. GROSS WEIGHT NO. C.C.	33. DISPOSITION OF PREVIOUS VEHICLE	34. FROM WHOM DID YOU BUY?	35. IF PURCHASED FROM DEALER, DEALER MUST SIGN AND GIVE DEALER NUMBER	36. ARE YOUR PLATES NEW, SUSPENDED OR REVOKED?	37. USUAL FEES, TITLE & LICENSE PLATES \$40 (PASSENGER/POULP/TRUCK), TRANSFER OF LICENSE PLATES \$10, OTHER FEES PLEASE CALL TOLL FREE 1-800-252-0980					
		<input type="checkbox"/> SOLD <input type="checkbox"/> SALVAGED <input type="checkbox"/> STOLEN <input type="checkbox"/> JUNKED <input type="checkbox"/> STORED	JAMES GREGORY		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO						
I hereby affirm the information provided is true and correct and, when applicable, will abide by the Mandatory Insurance Law requiring liability insurance throughout the registration period. If applying for title for a motor vehicle more than 10 years old or newer, I also acknowledge awareness of the odometer certification made by the seller.											
38. SIGN HERE <input checked="" type="checkbox"/> (1) Mark T. Brown <input checked="" type="checkbox"/> (2)											
39. (OPTIONAL) DAYTIME TELEPHONE NUMBER											
40. (OPTIONAL) DAYTIME TELEPHONE NUMBER											
REMITTER AGENCY OVERSEES FACILITY STAMP NAME HERE ONLY											

SALES TAX

Vehicles titled and registered in another jurisdiction for three months prior to moving to this state are exempt from Illinois tax, but tax form RUT-50 (if purchased from an individual) or RUT-25 (if purchased from an out-of-state dealer) must be completed showing exempt status. Lessors, lessees, businesses relocating into Illinois, and military persons whose home of record is Illinois are not entitled to this exemption, although depreciation is allowed. Tax form RUT-25 must be completed to allow depreciation.

If you recently purchased and have not titled or registered the vehicle you are bringing into this state, a properly completed tax form, either RUT-25 (if purchased from a dealer) or RUT-50 (if purchased from an individual) and any applicable tax made payable to the Department of Revenue must accompany your application to the Secretary of State's office.

Please see the actual tax forms for further explanation and contact the Illinois Department of Revenue if necessary — (800) 732-8866 (toll free in Illinois), or (217) 782-3336.

What Vehicles Must Be Titled and Registered

All vehicles used on Illinois public roads must have title and registration. (See Sec. 5/3-402 of the Illinois Compiled Statutes, the state law, for exceptions.) **New residents** have 30 days to apply for Illinois title and registration after establishing residence in this state, provided the vehicle is properly registered in another jurisdiction.

If a motorcycle or motor-driven cycle is not properly manufactured or equipped for general highway use as required by law, it is not eligible for registration but will be issued a distinctive certificate of title.

TITLE ONLY REQUESTS: A vehicle title, without registration, may be issued only if the vehicle will not be operated on public roads. An application for vehicle title (VSD-330) is required for this purpose and must be submitted with the proper fee.

Mailing Information

Titles showing a lien are mailed to the lienholder while others must be mailed directly to the owner at the residence shown on the title, unless requested otherwise.

Fees

- Title fee \$13
- Title fee for All-Terrain Vehicles (ATV's) and off-road motorcycles **NOT** used in production agriculture \$30

ANNUAL LICENSE PLATE FEE FOR:

- Passenger car \$48
- Environmental 75
- B-truck (gross weight 8,000 lbs. or less) 48
- Motorcycle 30
- Small trailer (gross weight 3,000 lbs. or less) .. 14

VANITY LICENSE PLATES

(INITIAL FEE IN ADDITION TO FEE SHOWN ABOVE):

- Passenger car \$75
- B-Truck 75
- Motorcycle 40
- Recreational vehicle 75
- Recreational trailer 40
- Antique vehicle 75
- Person with disabilities vehicle 75

There is an annual fee of \$10 in addition to the regular renewal fee for vanity plates each year thereafter. Other registration fees vary according to the gross weight, special use of vehicle, business concern, etc. The fee instrument is to be made payable to the Secretary of State. Do not send cash.



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Where to Apply

Application may be made in person at:

- Most Secretary of State Driver Services facilities in Illinois
- Customer Service Centers in Springfield:
 - Howlett Building, 501 S. Second
 - 2701 S. Dirksen Parkway
- Any of the branch offices in Chicago:
 - 100 W. Randolph
 - 5401 N. Elston
 - 9901 S. King Drive
 - 5301 W. Lexington

Application also may be mailed to:

Office of the Secretary of State
 Mail-In Title Audit Section
 628 Howlett Bldg.
 501 S. Second
 Springfield, IL 62756

Renewal Information

All vehicle registrations expire at the end of a month.

As a courtesy to motorists, the Vehicle Services Department mails out registration renewal applications prior to the expiration date. If you do not receive a renewal application, contact this office. **Registrants are responsible for maintaining valid registration.**

Motorists may renew their registration:

- by mail,
- by phone, through the touch tone renewal program,
- at the Customer Service Centers listed in this publication or at most Secretary of State Driver Services facilities in Illinois, or
- through financial institutions (**only** passenger car, B-truck, small trailer and motorcycle).

Mandatory Vehicle Insurance

All motor vehicles registered and operated in Illinois must be covered by liability insurance—insurance that covers the property damage and/or injuries you may cause others in an accident.

For More Information

Toll-free (800) 252-8980
 Chicago (312) 793-1020

<http://www.sos.state.il.us>

Printed by authority of the State of Illinois
 May 1999—6M—GA-1018